



MINUTES OF A REGULAR MEETING **APPROVED**

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HUMAN RELATIONS COMMISSION

**DATE:** Thursday, December 7, 2023  
**TIME:** 5:30 p.m.  
**PLACE:** Urbana City Council Chambers  
Urbana City Building  
400 South Vine Street  
Urbana, Illinois 61801

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**COMMISSIONERS PRESENT:** Ann Panthen, Chair; Shalini Smith, Vice Chair; Peter Resnick; Greg Schroeder

**ALSO PRESENT:** Carla Boyd, Human Rights and Equity Officer; Tom Unzicker, Human Rights Specialist

**A. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM**

Ann Panthen called the meeting to order at 5:31 p.m. The Recording Secretary took the roll. A quorum was present.

**B. APPROVAL OF AGENDA**

Ms. Panthen asked if there were additions to the agenda. There were none.

**C. APPROVAL OF MINUTES**

**1. November 21, 2023**

Ms. Panthen called for a motion to approve the minutes from the previous meeting. Greg Schroeder so moved. Shalini Smith seconded the motion. The commissioners approved the motion by a voice vote.

**D. PUBLIC PARTICIPATION**

There was none.

**E. UNFINISHED BUSINESS**

**1. HRC Vacancies and Recruitment**

Carla Boyd reported that the information materials for public events are still in the works. Meanwhile, the letters to neighborhood associations have gone out.

The Human Relations Commission has room for five additional volunteers to become members. Mr. Resnick suggested contacting the local mosque to recruit candidates. Ms. Boyd mentioned also making connections with the New American Welcome Center.

## F. NEW BUSINESS

### 1. EEO Workforce Statistics

Greg Schroeder moved to certify certification of eight companies as follows:

Electronic Data Collection Corporation	2 years
Ideal Environmental Engineering, Inc.	1 year
BLD Services, LLC	2 years
Stark Excavating, Inc.	2 years
Health Care Service Corporation (d/b/a Blue Cross and Blue Shield of Illinois)	2 years
Performance Pipelining, Inc.	2 years
Warehouse Direct, Inc. (d/b/a Stocks Office Furniture)	2 years
Cogent, Inc (d/b/a Vandevanter Engineering)	2 years

Mr. Resnick seconded the motion.

During discussion, commissioners sought clarification on the following items:

- Health Care Service Corporation has had some history with the City. Confirming their certification became crucial as Open Enrollment begins.
- Warehouse Direct had noted on their application that they were bidding on a project for the Urbana Parks Department. Commissioners sought clarification as to when something outside of the usual applications for the City, such as Parks, and the Urbana Free Library, would come to the HRC for review. Ms. Boyd stated she could ask if the City had provided a grant for a Parks project, and if that had caused Stocks Office Furniture to request certification.

During the discussion, commissioners had questions about the demographics of the staff of Performance Pipelining, Inc. Mr. Schroeder accepted a friendly amendment to his motion, suggested by Mr. Resnick, to certify the company for one year. Mr. Resnick, having been the seconder of the original motion, then seconded the friendly amendment.

Additional discussion included questions about:

- The use of “Illinois” when an out of state company used a City of Urbana template for a policy statement
- Turnover trends in various industries, particularly in health insurance

Ms. Boyd stated she will look into the questions and follow up at a future meeting.

Following the discussion, the amended motion carried on a voice vote, with the outcome as follows:

<b>For Two Years:</b>	BLD Services; Cogent (Vandevanter); Electronic Data Collection; Health Care (Blue Cross and Blue Shield); Stark Excavation; Warehouse Direct (Stocks Office Furniture)
<b>For One Year:</b>	Ideal Environmental Engineering; Performance Pipelining

## G. OFFICER'S REPORT

Ms. Boyd shared her monthly report. Highlights included:

- Status of complaints
- Calls and referrals

- She participated in the City Council's Strategic Goals Session, and responded to follow up questions from Council members
- She has been meeting with Ms. Smith to prepare their presentation for the Council about 12-22(g) Reports
- Thus far, two Neighborhood Associations have responded to her outreach efforts, and one invited her to speak to a steering committee in February

#### **H. ANNOUNCEMENTS**

1. This Commission has five openings for new members
2. Next Scheduled Meeting: Tuesday, January 23, 2024, at 5:30 p.m. (different week)  
February Meeting: Tuesday, February 13, 2024, at 6:00 p.m. (different week and time)
3. Mr. Resnick related he had seen a news story about a C-U Reparations Committee. Ms. Boyd stated the group has presented to the Urbana City Council, and she will relay contact information to Mr. Resnick.

#### **I. ADJOURNMENT**

There being no further business before the Commission, Ms. Panthen adjourned the meeting at 5:59 p.m.

Respectfully submitted,

Thomas D. Unzicker  
Recording Secretary